#### Directive Number and Title:

DOE Order 232.1A, Occurrence Reporting and Processing of Operations Information, and associated Manual, DOE M 232.1-1A

## Originating Office:

Office of Environment, Safety and Health

### Review Team Members:

Anne Troy, GC John Evans, S3.1 Frank Tooper, EH Jeannie Boyle, EH

## Background and Overview of Requirements:

DOE Order 232.1A was originally issued in 1990 (as DOE Order 5000.3A) and last revised in 1997. DOE M 232.1-1A was originally issued in 1995 and last revised in 1997. The Order and Manual contains the requirements for the DOE Occurrence Reporting and Processing System (ORPS) and provides for: 1) timely identification, categorization, notification, and reporting to DOE management of reportable occurrences at DOE-owned and -leased facilities, 2) review of reportable occurrences to assess the significance, root causes, and generic implications, and the need for corrective actions, 3) timely evaluation and implementation of appropriate corrective actions, 4) dissemination of Occurrence Reports to DOE operations and facilities for lessons-learned, and 5) maintenance of a central DOE system for reporting, processing, retrieving and analyzing unclassified, nonsensitive site and facility operations information.

The Order contains broad requirements and programmatic responsibilities for establishing and maintaining an occurrence reporting program. The Manual contains very detailed requirements and responsibilities for categorizing occurrences, notifying DOE, and preparing and submitting occurrence reports.

The Order's initial focus was to ensure that DOE management was notified in a timely manner when significant 'off-normal' events occurred throughout the complex. The Manual was initially developed to describe reportable occurrences, threshold levels for event categorization, and detailed time limits for the reporting process. Over the years, additional reportable occurrences were added and reportable thresholds were revised. In addition, the ORPS database has been used to analyze the occurrence data for performance trending and sharing of lessons-learned throughout the DOE complex (e.g., equipment failures and fixes, procedure improvements, etc.) However, the occurrence reporting database has been criticized for not being user-friendly.

## Analysis:

The team reviewed all of the comments, and the following analysis is a composite of inputs received from: field elements and contractors directly, the draft Reyes Report, and the Executive Safety Conference. In addition, a conference call was held with Rocky Flats personnel on January 10<sup>th</sup> to discuss their concerns regarding requirements for reporting equipment failure at closure sites.

ORPS has been criticized by some DOE and contractor management personnel for being overly cumbersome, difficult to utilize, and not adding value. Excessive numbers of reports, low thresholds for reporting, and widely varying narrative event descriptions are among the chief complaints which, in turn, impede the usefulness of the system for safety management, trending, or identifying lessons-learned. Vague occurrence cause codes such as "inattention to detail" tend to result in the short-term resolution of symptoms rather than lasting improvements to safety management. Each event tends to be treated as an isolated occurrence even though the investigation of serious accidents over the last five years clearly indicates that an effective response to precursor events could have prevented these accidents. Accordingly, the ORPS should be remodeled within the framework of Integrated Safety Management (ISM). At a minimum, cause codes should reflect the core functions and principles of ISM. Such a remodeling is needed to provide maximum value to continuous improvement in safety management, the identification of adverse performance, and the sharing of lessons-learned. This will enable the identification. trending, and proactive resolution of systemic deficiencies in ISM that contribute to occurrences or adverse trends. Individuals investigating events against ISM will have an increased understanding of the policy and focus more on long-term improvements than symptoms.

#### Recommendations:

Revise Order 232.1A to simply delineate ORPS performance objectives/outcomes at all DOE-owned and -leased facilities. At a minimum, outcomes should include: a) ORPS shall provide maximum value to continuous improvement in safety management, the identification of adverse performance, and the sharing of lessons-learned: and b) ORPS shall provide timely notification to DOE of significant 'off-normal' operating occurrences.

Note: The categorization and threshold for reporting occurrences should recognize the differences in operations among production sites, science labs, and closure sites.

Convene a Working Group consisting of line management (HQ's, Field Offices, and contractors) and EH to remodel the ORPS to meet the challenges described in the Analysis above. Changes to the ORPS Manual should follow within 6 months. The Working Group should give early consideration to immediate, short term fixes as well as a long term overhaul of the system. It should identify the target audiences/users of OPRS

as well as reassess whether currently requested reporting information provides value to DOE. Furthermore, the remodeling effort should eliminate security reporting requirements, and re-assess/improve transportation, and radioactive contamination and exposure requirements in response to comments provided by the field.

The Working Group should also consider ways to: a) use off-the-shelf software to benefit changes to the central system; b) create user-friendly screens to promote usage; c) incorporate push technology to offer immediate information to management; and d) ease reporting and approval functions to reduce costs.

The Working Group should explore opportunities to integrate ORPS with other DOE reporting systems (e.g., CAIRS, REMS) for efficiency and cost savings purposes.

Minority Views:

None

Originating Office Comments:

None

Attached is a compilation of all comments received from the field and contractors.

# COMMENTS ON DOE ORDER 232.1A AND DOE MANUAL 232.1-1A IN RESPONSE TO PERFORMANCE BASED CONTRACTS: ORDER REVIEW

#	FO	DOE/Contractor	Comment	
1	ALO	DOE	No reference	
2	СН	ANL	Discard and simplify to focus only on the most serious events. Combine and coordinate with 225.1A to ensure consistency. Require racking for lower-level events and near misses at the Contractor, but don't require formal reporting to DOE.	
3	СН	BSA	Manual listed but nothing in comment field.	
4	СН	DOE	(not on list) O 232.1A Occurrence Reporting & Processing of Operations Information - 7/21/1997 - Retain.  M 232.1-1A Occurrence Reporting & Processing of Operations Information - 7/21/97 - Retain.	
5	EFCOG		Listed as Priority = High, Unnecessary, Duplicative, Inconsistent While there is a need to have consistent reporting of abnormal occurrences for the complex, the specific reporting criteria and the method of reporting is not cost effective. There should be a graded approach were a minor event does not require the same level of evaluation that a major event does. The criteria also needs a major overhaul, too many minor events have to be reported. It would also be appropriate to review some of the assumptions, i.e. a) about 20% of the reports for the complex are reported as 'Mgmt. Concern, below other reporting criteria,' b) most reviews of this system have indicated significantly different reporting thresholds from site to site, c) the ORPS system does not address or track many of ISMS functions. Duplicates security order requirements as well as legal reporting requirements for environmental laws. Duplicative of the NTS related to Price Anderson requirements;	
6	ID	DOE	No reference .	
7	ID	BBWI	No reference  DOE Order 232.1A and DOE M 232.1-1A, "Occurrence Reporting" This comment is under the category of an outdated process approach. For several years now a new approach has been discussed between the Occurrence Reporting Special Interest Group and DO I leadquarters contact for this order and manual and affected Secretarial offices. This new approach is called Short Form reporting, which would allow the contractors for certain reports of a lesser significance to report simply for informational purposes without the attendant cause analysis and corrective action plan development. This would greatly reduce the burden on the contractors for events where little conditions being the more rigorous approach. While this approach has been generally accepted as viable and acceptable to all parties, it has not been brought to fruition for several years. Primary reasons provided have been: (1) lack of resources; and (2) initiative on the part of the Order/Manual owners due to changes in Secretarial Office responsibility for the Occurrence Reporting Program. Recommend that this initiative be revisited as part of this review and expanded to include all Off-Normal occurrence reporting criteria presently found in DOE Manual 232.1-1A.	
8	NV		No reference.	

# FO DOE/Contractor Comment					
9	OAK	LLNL	See Note 1 Note 1. Review process and period does not allow adequate time to conduct comprehensive review on ES&H directives.		
10	OAK	LLNL and/or DOE?	Vhile this manual is prescriptive, consistency between sites and contractors is necessary for this automated system to ensure that the data ntered will allow for accurate analysis on a Department wide basis.		
11	OH		No reference.		
	ORO	?	M 232.1-1A This manual is quite prescriptive; however, without such prescription, the data derived from the reporting of occurrences would not be conducive to statistical analysis (e.g., trending), and a valid measure of contractor performance would be lost.		
	RFO	KHLL & DOE	M 232 1-1A This manual is quite prescriptive; however, without such prescription, the data derived from the reporting of occurrer		
Ľ	RL		No reference		

#	FO	DOE/Contractor	Comment			
	КP					
16	SPR	,	232.1-1A Occurrence Reporting & XX Processing of Operations Information			
17	SR	DOE & Westinghouse	232.1-1A Occurrence Reporting & XX			

<b>#</b>	FO	DOE/Contractor	Comment
			Property Management Reporting Requirements in ORPS/Security Incident Reporting System
			prtions of the following requirements duplicate property management reporting requirements and need to be eliminated (this is also true, non-these requirements are moved to Notice DOE N 471.3, Reporting Incidents of Security Concern).
			Manual DOE M 232,1-1A, page 31, Group 5.AUO(3) Manual DOE M 232,1-1A, page 31, Group 5.AON(2)
			nly the portion of the requirement, which concerns reporting the theft/diversion of Government property, is being exempted. The portion the requirement to report intentional destruction of Government property valued greater than \$1,000,000 (requiring an Unusual courrence report) and valued between \$10,000 and \$1,000,000 (requiring an Off-Normal report), should be retained.
			ntionale/Basis for Eliminating Requirements from 1 & 2 above, including benefits to be realized: OE-SR has a current, approved exemption in place for this item. Justification for this request was:
			OE-SR is required by the Code of Federal Regulations Title 41, Subtitle C, Federal Property Management Regulations System, as well as ideral Acquisition Regulations and local procedures, to develop a system to track, control, and minimize the loss of government assets. OE-SR is also required to report to Headquarters on an annual hasis through the Business Management Oversight Process (Balance precard) the percent of equipment inventoried and identified for each annual inventory cycle. Our percent of findings for each of the lost five years has been in the 99%+ range. DOE-SR has a well-established program to control the loss of assets. DOE-SR contractors we implemented DOE-approved property management systems to carry out the above requirements. Reporting this information in the courrence Reporting and Processing System database is a duplication of effort with no value added. DOE-SR will continue to report all efficiency of the Savannah River Site 911-call center for inclusion in the daily log, which is provided to DOE Headquarters.
	Ì		Personnel Radiological Protection Reporting Requirements in ORPS
			ne following requirements are burdensome and need to be modified to better utilize the integrated approach to worker safety and to approve cost-effectiveness.  Manual DOE M 232.1-1A, page 30, Group 4,B ON (1)  Manual DOE M 232.1-1A, page 30, Group 4,B ON (2)
			ne proposed action is to raise the criteria for formal reporting of personnel contamination events to a level commensurate with the insequences of the event and consistent with commercial nuclear industry guidelines developed and published by the Electric Power esearch Institute (EPRI). In Guidelines for Industry Response to Personnel Contaminants, TR-113039, EPRI, 12/99, actions taken in sponse to such events are part of a three-tiered approach based on potential dose to the workers involved. Only events involving posure to contamination levels capable of providing a dose in excess of one percent (1%) of the allowable annual skin dose are formally ported. Lessor detectable levels are documented and trended with appropriate corrective actions taken.

#	FO	DOE/Contractor	Comment
			the to the nature of commercial nuclear power, the scope of concern in the EPRI document is limited to beta-gamma emitting intaminants. Since DOE activities frequently involve potential exposure to alpha emitting contaminants that are not capable of producing measurable dose to the skin, a method must be employed to establish action levels for events involving such emitters. An action level for pha contamination established at 10 % of the beta-gamma level is suggested. The factor of 10 is established in release criteria given in NSI N13.12-1999, Surface and Volume Radioactivity Standards for Clearance, which considers a variety of dose pathways. Comparing e total alpha and beta-gamma contamination limits in Table 2-2 of the DOE Radiological Control Standard can derive the same ratio.
			is proposed the existing 4BON1 reporting criteria from DOE Manual 232,1-1A be replaced by the following modified criteria and the isting 4BON2 reporting category be eliminated.
			roup 4 - Personnel Radiological Protection
			- Personnel Contamination
			<u>N-Normal</u>   Any measurement of personnel or clothing contamination (excluding protective clothing) at a level >50,000 net counts per inute (ncpm) Beta-Gamma or >25,000 ncpm Alpha. The contamination level shall be based on direct measurement and not averaged or any area.
		Note: Due to the inability to directly survey personnel for tritium, limits are not appropriate. Significant contamination of personnel huld normally be reportable via ORPS based upon the initiating event or subsequent whole body dose assessment.	
			ntionale/Basis for Modifying Requirement, including benefits to be realized:  ne current requirements for reporting of events involving contamination of personnel with radioactive material are excessive and equently result in the expenditure of resources well beyond the benefit derived from the requisite actions. For the majority of personnel intamination cases, there is minimal dose consequence or health risk associated with the event. However, because the issue is required to formally reported, including determination of root cause, considerable effort is expended. Additionally, investigations into a significant ortion of the lessor events fail to produce meaningful results as to likely cause and means of prevention. This is not to suggest the vestigations are largely ineffective but rather demonstrates the frequency investigators must attempt to track miniscule levels of intamination in antiquated facilities. The current reporting level places an emphasis on elimination of contamination events without gard to their significance and produces numerous negative consequences resulting from attempting to prevent generally minor events at costs.
			y allowing operating contractors to replace the current incident reporting requirements with a tiered reporting system, such as shown in able 1°, minor contamination cases would not be formally reported. Management would be able to implement changes to make diological work more cost-effective and safer from an integrated safety perspective.
			NOTE: It is not suggested that Table 1 be included in the Manual. It is only provided to indicate what actions a facility may employ

#	FO	DOE/Contractor	Comment
		as part of a tiered reporting system. [Table I is listed at the end of this document.]	
			Personnel Radiological Protection Reporting Requirements in ORPS
	orker and undue extent of investigations inconsistent with the associated risk.		to following requirement is burdensome and needs to be modified to avoid the extensive and inappropriate attention on the affected brker and undue extent of investigations inconsistent with the associated risk.
			Manual DOE M 232.1-1A, page 29, Group 4.A ON (1)
			be proposed action is to modify the criteria to reduce the formal reporting of doses received by personnel from exposure to internally posited radioactive materials that only contribute currently reportable levels of dose over the lifetime of the employee.
			is proposed the existing 4AON1 reporting criteria from DOE Manual 232.1-1A be replaced by the following modified criteria.
		·	oup 4 - Personnel Radiological Protection
			- Radiation Exposure
			T-Normal  Any single occupational exposure from external sources of radiation that exceeds an expected exposure by 100 mrcm, or minternal sources of radiation that produce an exposure of 100 mrcm in the first year after intake, or minternal sources of radiation that produce an exposure of 500 mrcm CEDE, or due to the same event, the sum of the fractions of the limits listed above exceed unity.
			tionale/Basis for Modifying Requirement, including benefits to be realized:  be current requirements for reporting of events involving unexpected exposures greater than 100 mrem include the exposures from ternally deposited radionuclides. Estimates of total dose from such exposures are estimated over the 50-year period following the intake he biological impact of dose delivered over such an extended period is believed to be significantly less than dose delivered during a single posure (i.e., 100 mrem CEDE vs. 100 mrem in a single exposure). Thus, equating the significance of the reportability of two events ems inappropriate.
			miting the reporting of events that involve exposure to internally deposited radionuclides that produce 100 mrem during the first year ter the event would more nearly equate to the biological significance of the current reporting requirement. Additionally, placing an upper mit of reporting any event that produces a CEDE of greater that 500 mrem would capture those events that produce exposures exceeding a asonable fraction of the DOE annual occupational exposure limit on total effective dose equivalent, namely 10% of the 5 Rem limit.
			Personnel Radiological Protection Reporting Requirements in ORPS
			e following requirements refer to an obsolete reference and needs to be modified.

a l	FO	DOE/Contractor	Comment		
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			Manual DOE M 232.1-1A, page 29, Group 1.D UO (2) Manual DOE M 232.1-1A, page 29, Group 4.D ON (5) Manual DOE M 232.1-1A, page 29, Group 4.D ON (6)		
			te proposed action is to replace an obsolete reference with the correct source, namely 10CFR835, Appendix E, Values for Establishicaled Radioactive Source Accountability and Radioactive Material Posting and Labeling Requirements.		
			is proposed the existing 1DUO2, 1DON5 and 1DON6 reporting criteria from DOE Manual 232.1-1A be replaced by the following odified criteria.		
			oup 1 - Personnel Radiological Protection		
			- Loss of Control of Radioactive Material/Spread of Radioactive Contamination		
			nusual Occurrence  Loss of accountability of a sealed source or identification of lost radioactive material that exceeds 100 times the quantities ecified in IOCFR835, Appendix E.		
			T-Normal  Loss of accountability of a scaled source or identification of lost radioactive material that exceeds 10 times and is less than 100 nes the quantities specified in 10CFR835, Appendix E.  Loss of accountability of a scaled source or identification of lost radioactive material that is one to ten times the quantities ecified in 10CFR835, Appendix E.		
			stional / Basis for Modifying Requirements 3 thru 5 above, including benefits to be realized; ne current requirements for reporting of events involving the loss of accountability of a sealed source or identification of lost radioactive atterial make reference to a list of quantities of various radionuclides ranked by their varying levels of hazard and found in DOE N 441.1, indiological Protection for DOE Activities. The original document has long since expired and been extended several times by subsequent stices. However, with the recent revision of 10CFR835, the list of radionuclides was removed from the content of the then current notice of placed in 10CFR835 as Appendix E. At that time, the values in the list were revised and now represent substantially different values and those presented in the prior notices. Changing the reference in DOE M232.1-1A will reference the correct source and current values.		
18	SR	DOE & Westinghouse	232.1 1A - Occurrence Reporting & Processing of Operations Information		
			ne DOE Occurrence Report and Processing Requirements (DOE Order 232.1A) related to personnel contamination cases requirements (not report any skin or clothing contamination case that exceeds the surface contamination values given in Table 2-2 of the adiological Standard. For the majority of personnel contamination cases there is minimal dose consequence or health risk associate event. However, because the issue is required to be formally reported, contamination cases are closely monitored and extensive		

-	FO	DOE/Contractor	Comment	
门	, · · ·		e expended to avoid additional contamination cases.	
			OB Occurrence Report and Processing Requirements (DOE Order 232.1A) require WSRC to report any unplanned individual dose of 100 rem or more. For external exposures, dose equivalents as measured by dosimeters would be the reported quantities. The existing quirement represents no undue problem for external doses. Job planning and ALARA reviews adequately negate the likelihood of a portable dose, and an occurrence would represent a significant breakdown in these preventive program aspects that should be thoroughly aluated and reported. However, at the beginning of 1993, the official internal dose was changed from Annual Effective Dose Equivalent (EDE) to Committed Effective Dose Equivalent (CEDE), all assigned to the year of intake. That definition of internal dose, coupled with a current requirement to report internal doses of 100 mrem or more has resulted in an inappropriately low intake investigation level with due negative consequences.	
			one intake dose evaluations for alpha emitting radionuclides like plutonium and other actinides are necessarily based on data at or barely ove the detection decision level for routine laboratory analytical capabilities. When combined with the 100 mrem CEDE reporting quirement there is potential for reporting a dose that may not have occurred based on false positive analyses. Further, once an intake is entified at reportable levels without a known causative radiological incident, it results in substantial effort and attention on the part of the diation protection program and the affected operation to identify an activity that was the likely cause. Individuals receiving the dose are bjected to an inordinate amount of attention during internal and/or external investigative efforts, are made inappropriately anxious, and ten become over-concerned. It is important to note that at SRS there are no planned intakes of alpha emitting radionuclides and all dications of internal dose are evaluated, recorded and duty reported to the worker down to 10 mrem CEDE. However, those above 100 rem CEDE result in SIRIM reporting which can lead to a high degree of management and oversight attention that exceeds what is stified by scientific health and safety or operational bases.	
			see negative consequences occur at a dose that has little or no health consequence. Similar attention does not occur for planned oses that exceed 100 mrem in a single activity. An internal dose of 100 mrem CEDE delivers a dose of less than 5 mrem in the first character of the detection level for external dosimeters and would not be measured or reported. These impacts result in add unwarranted costs, and may result in anxiety that could have greater deleterious health impacts than the dose received, porting at 100 mrem for individual intakes is inconsistent with other regulations in the U. S. For instance, NRC licensees are not a report unexpected individual doses below the federal limit of 5000 mrem in a year. In fact, the NRC does not require internal for internal dose for workers not likely to exceed 500 mrem CEDE.	
			ne intent of this change is not to avoid investigation of small doses from intakes; all intakes will continue to be investigated for cause a evention of recurrence. Rather, the intent is to avoid the extensive and inappropriate attention on the affected worker and undue extensions inconsistent with the associated risk.	
19	SR	DOE William Murphy, FR	issenting View ght off the bat, allow me to assure you (and whoever else) that I am not implying duplicity on anyone's part.	
			section 1 of your proposed changes it would appear that it is proposed to give the keys to the institution to the inmates or allowing the overbial fox free access to the chicken coop. How can we as the oversight entity allow the contractor to tell us how they intend to	

4	FO	DOE/Contractor	Comment
			iplement our requirement without our approval of the "how"? Some of us are not blessed with the higher tier "motherhood" cumentation of a SAR and must rely upon approval of implementing documentation. I would also point out that this is not the NRC, it is OE and if a model of performance is to be used, there are better models out there for use.
			hen I first arrived at this site in 1990, the major aim was to change the "DuPont" mentality/culture of reporting what they (WestingPont) ought we needed to know, to one of total disclosure to the Department. Now it would appear we intend to go back to the culture we prize so hard to do away with. "Trust but verify" seems a much more reasonable policy. If you were building a house wouldn't you first view and verify the plans or would you simply allow the contractor to build what he thought you wanted?
			Mording the FRs the ability to "comment" buys us virtually nothing. I can comment all day long, but if there is nothing in place to put eight behind the comments, I am simply wasting my time and effort. This is evidenced by the review of the 8Q procedure 32 revision of couple of years ago. The FR council submitted several comments which were given lip service only. So much for the power of immenting.
			ection 1 is completely unacceptable, as is any plan to allow the contractor to (on an unapproved basis) tell us how they intend to fulfill our rectives.
			ection 2 seems reasonable/acceptable in that theft/diversion is handled by WSI under their own investigative procedures and RIM/ORPS reporting would be a duplication of effort.
			ne remaining sections will fall under the purview of our "Nuclear" brethren and I will default to their judgement on these issues.
			hin, I cannot state strongly enough that we cannot default to the way things used to be. Progress is being made because we, the epartment, are taking a proactive role in determining the "hows".
20	Yucca	DOE	ne remaining Directives, Orders, etc. were reviewed and no comments are provided.  OE Manual M 232.1 – 1A – Occurrence Reporting & Processing of Operations Information (Note that this manual has no CRD)

\*TABLE

TABLE I					
Action Level Response	<sup>(1)(2)</sup> Contamination Lev β-γ	Facility Response			
No Action	<100(1)	<50 <sup>(4)</sup>	Nonc		
I	From ≥ 100 ncpm To 5,000 ncpm <sup>(5)</sup>	From ≥ 50 ncpm To 2,500 ncpm	Decon individual and log basic occurrence information. Evaluate the need for a special bioassay program. Review for cause and trends at least quarterly.		
11	From > 5,000 ncpm To 50,000 ncpm	From > 2,500 ncpm To 25,000 ncpm	Level I plus information about the incident is recorded in detail and compiled for management evaluation and also reviewed for corrective actions (i.e., Problem Identification Report initiation).		
111	> 50,000 nepm	> 25,000 ncpm	Levels I & II plus reporting of the incident in ORPS and performance of a skin dose assessment for β-γ contaminants.		

<sup>&</sup>lt;sup>(1)</sup>Assume a counting efficiency of 10% (0.1 cpm/dpm) for  $\beta-\gamma$  and 50% (0.5cpm/dpm) for  $\alpha$ . To obtain the ratio of 10 between alpha and beta-gamma action levels it is necessary to apply the detection efficiency.

<sup>&</sup>lt;sup>43</sup>Due to the inability to directly survey personnel for tritium, limits are not appropriate. Significant tritium contamination of personnel would normally be reportable via ORPS based on the initiating event or subsequent dose assessment.

<sup>&</sup>lt;sup>(3)</sup>Based on the Lower Limit of Detection (LLD) for typical portable beta-gamma survey instruments of 100 cpm above background.

(4) Based on the LLD for typical portable alpha survey instruments of 50 cpm above background.

(3)ncpm = net counts per minute: the count rate of a source of radioactivity; the total counts less the background.